



STATE OF WASHINGTON
DEPARTMENT OF HEALTH
OFFICE OF EMERGENCY MEDICAL AND TRAUMA PREVENTION
PO Box 47853 ● Olympia, Washington 98504-7853

TO: Applicants for Initial Air Ambulance Trauma Verification

FROM: Licensing and Certification Section

SUBJECT: Air Ambulance Service/Vehicle Verification Application

Attached please find the application you requested to obtain licensure and trauma verification. The process by which applications will be evaluated has been revised and must be followed. Please be advised trauma verification requires 24/7 response capability.

Please set aside a few minutes to provide a complete and accurate application. To assist in the proper licensing and verification of your agency, please combine the information for **all** stations, vehicles, and personnel associated with your service. Please list the actual **physical** location of each vehicle on Page 2 of the application. Also, please use the proper legal title for your agency.

Listed below are the steps necessary to complete the application process. The attachments referred to are available on our website at <http://www.doh.wa.gov/hsqa/emstrauma/>. Please click on "Licensure Processes." If you are unable to access the information via the Internet, please contact our office.

1. Review Washington Administrative Code (WAC) 246-976-320 through 390 to assure your service meets all air ambulance licensure and verification requirements.
2. If your service will be utilizing Washington State certified EMS personnel, you should contact each county Medical Program Director (MPD) to obtain copies of MPD Patient Care Protocols, which your EMS personnel must follow.
3. Review and determine if you are in compliance with the current Biennial Washington State EMS and Trauma Care Plan and be aware of the Patient Care Procedures for all regions within your response area.
4. Review and follow the revised procedure for evaluating applications for verification.

5. Complete and mail the attached application, along with the items listed below, to the Licensing and Certification office, at the address shown at the bottom of the application. Please allow at least 90 days for DOH to process your application:
- A copy of your current FAA air carrier certificate with the FAA approved operations specifications.
 - A copy of the aircraft registration and the standard airworthiness certificate for each aircraft.
 - Proof of insurance for your service and all vehicles.

If you have any questions, please contact the Licensing and Certification office at 1-800-458-5281 Ext. 1 or (360) 236-2845.

Attachment